

1988-89

The Blue Book

PHILLIPS ACADEMY, ANDOVER

A PURPOSE

The Phillips Academy faculty, meeting in the spring of 1988, adopted the following as a statement of goals and intentions:

Phillips Academy is a residential high school that seeks students of character and intelligence from diverse ethnic, racial, socioeconomic, and geographic backgrounds.

The Academy's scholastic program is designed to foster excellence in all disciplines associated with the liberal arts tradition. Faculty members guide students to master skills, to acquire knowledge, and to think critically, creatively, and independently. The school strives to help young people achieve their potential not only in intellectual understanding, but also in esthetic sensitivity, physical well-being, athletic prowess, and moral decisiveness so that they may lead productive, responsible lives.

Committed to discovering authentic sources of community, the Academy strives to understand and respect the differences that arise in a multi-cultural setting. Academic and residential programs encourage sensitivity to issues of gender, race, and social class. The school's residential structure fosters close association between faculty and students for personal, social, and intellectual development.

Andover's 1778 Constitution charges the Academy to prepare "youth from every quarter" to understand that "goodness without knowledge is weak and feeble; yet knowledge without goodness is dangerous." This obligation challenges students in mind, body, and spirit to see beyond themselves and to go beyond the familiar; to remain committed to developing what is finest in themselves and others, for others and themselves.

**The Blue Book
1988-89**

Volume LXI

Phillips Academy

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Non-Discrimination Policy

Phillips Academy admits students of any sex, race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to the students at the school. It does not discriminate on the basis of sex, race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic or other school-administered programs.

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GOALS AND EXPECTATIONS OF THE COMMUNITY OF PHILLIPS ACADEMY

The goal of the Academy is to help its students to grow in knowledge and happiness, in the courage to develop their own best selves, and in responsibility for the welfare of others. In a residential community such as ours, the creation and protection of values depend less on rules than on thoughtfulness, sharing, sensitivity to others' needs, and participating in constructive activities.

Trust and responsibility are terms with many interpretations; they have become hackneyed from overuse and misunderstanding. But the ideas they embody — willingness to explore and respect differing points of view, charity and humility in expressing judgment, readiness to cherish friendship, to depend and to be depended upon — are nonetheless fundamental. Such values can scarcely be legislated or perfectly defined. Yet the welfare and happiness of everyone on this campus depend on consideration and awareness, restraint and candor, discretion and shared joy. Collaboration toward these imprecise but worthwhile ends is essential to the health of the community.

The development of individual responsibility is at the root of Phillips Academy's goals. To acknowledge this, the Faculty voted in 1979 the following resolution:

Phillips Academy expects its students to develop responsibility for their own education and for the general welfare of the community. The Faculty invites demonstrably responsible students to assume leadership and initiative in academic, residential, and athletic life at the school.

Andover is a multi-cultural, multi-racial community. The basic expectation of the community is that its members embrace the notion of diversity and that they show compassion and respect toward all others.

HONESTY: Honesty about oneself and honesty in one's relations with others are the basic values on which this community rests.

The school encourages honest behavior in all areas of school life, formal and informal, curricular and extracurricular.

It encourages honest and tactful communication among students and their friends, between students and faculty, and between boys and girls. The Academy hopes to foster in students an understanding of, and a respect for, the role of sex in human relationships, a complex role involving love, responsibility and consideration for the feelings of others. It also hopes to foster open communication about, and regard for, moral issues, health issues and other questions that face any large community.

Honesty in the academic area means claiming as one's own only that work which is one's own. All scholarship builds upon the ideas and information of others; the honest person makes clear in written work exactly what the source of any borrowed information or idea is, whether it be library materials or classmates. Since words are the bearers of both information and the unique style of the writer, the words of others as written belong to them and, if borrowed, must be properly acknowledged. Ideas are the most precious of an individual's possessions; the honest person respects them.

RESPECT FOR SELF: Self respect grows from honesty. It depends on the willingness to accept intellectual challenge, to care sensibly for the health of one's own body, and to be honest about one's feelings. Without self respect, individual growth is impeded.

RESPECT FOR OTHERS: The diversity of the Phillips Academy Community offers a unique opportunity to learn and practice compassion and understanding. Racial, ethnic, or sexist epithets and slurs are not tolerated. Sensitivity, openness and candor are important to an atmosphere in which all students can grow.

SEXUAL HARASSMENT: Sexual Harassment involving students and faculty or students and students is not tolerated by the Academy. It is inappropriate for any member of the community to make any other member of the community uncomfortable through sexist or insensitive sexual behavior.

Any student who believes that he or she might have been the victim of sexual harassment should immediately contact a trusted faculty member or a member of the Council on Sexual Harassment, a committee created to respond appropriately to questions relating to sexual harassment. The names of the council members are posted outside the offices of the Dean of Residence and the Dean of Studies.

ALCOHOL AND DRUGS: The school attempts to deter through counseling and punishment the illegal use of either alcohol or drugs. The community has found that persistent use of alcohol or drugs commonly results in physical and psychological problems, some of which are long-lasting and have a debilitating effect on motivation and achievement. These effects include loss of short-term memory and personality change, and sometimes expose the user and/or those nearby to the risk of physical harm. While the school makes an effort to educate students about drug and alcohol abuse, the school cannot accept even sporadic or experimental use of these substances. The school has an obligation to abide by society's laws and to inculcate in its students a respect for law. Students who sell, obtain, purvey, deal, donate or make available alcoholic beverages or illegal drugs for others render themselves liable for dismissal regardless of previous disciplinary record.

A student seeking counsel about a drug or alcohol problem, whether in behalf of a friend or him or herself, can do so in confidence from the professional staffs at Isham or Graham House or from any adult in the community.

TOBACCO: Recognizing that smoking and smokeless tobacco are dangerous to health, the school forbids the use of either by students.

AIDS: Phillips Academy shares in the commitment of all other institutions of its kind to education concerning AIDS for all students, faculty, and staff. Such educational programs are a priority at Andover, because they are crucial in limiting the spread and consequences of AIDS.

AIDS is currently thought to be transmitted only by intimate sexual contact, by intravenous drug use, or by exposure to contaminated blood. Since casual contact appropriate to life at Andover does not pose a risk, and since precautions against accidental transmission of HIV virus by bleeding will be taken routinely, students, faculty and/or staff who have developed AIDS, ARC or confirmed evidence of HIV infection will not, because of this fact alone, be restricted access to Phillips Academy.

Students who have or who develop AIDS, ARC or confirmed evidence of HIV infection are expected to inform the medical director at Isham Infirmary. With the student's consent, the medical director may then communicate with the student's private physicians concerning the student's health status while the student is in attendance at Phillips Academy. The medical director will then confer with the affected student, and make available to him/her any of the medical or psychological resources which may be helpful to him/her at Andover; the medical director shall otherwise keep the student's condition confidential, except in extreme circumstances if absolutely required to protect the health of the student or others.

Room Visiting: Room visiting between male and female students is arranged with regard for mutual respect among individuals in the community. Visiting hours are determined by each Cluster but may not extend beyond 8 p.m. on nights before classes. In any case, the House Counselor or some authorized adult is present in the dormitory and gives permission, although students should not pressure House Counselors to alter plans to allow room visiting to take place. Room visiting permission may be limited or removed if the House Counselor thinks it necessary. A student on Disciplinary Restriction may not request visiting permission on a Saturday night.

Quiet: The time preserved for study normally begins at 8 p.m. However, a dormitory should at all times be quiet enough that students may study in their own rooms. Any student or House Counselor should feel free to ask others to allow that right. Such a request should be honored.

Privacy: All members of the community should respect the privacy and property of others and share in the creation of an environment which protects the physical and emotional well-being of each member of the dormitory.

The House Counselor and Cluster Dean will respect the privacy of a student's room. However, because the House Counselor is responsible for the dormitory and its residents, the House Counselor must have immediate access to any room upon knocking. On the rare occasion when a systematic search for contraband is necessary, the House Counselor will conduct it formally, in the presence of the student and the Cluster Dean.

Safety and security, inevitable concerns in a community as large as ours, can only be ensured if everyone cooperates in abiding by certain procedures and restraints which aim to protect us all.

PERSONAL SAFETY:

Sign-ins: At 8 p.m. underclass students should be in their dormitories or doing academic work in the Library, the Language Laboratory, the Art Studio, or Graves Hall. For reasons of safety, students are expected to sign out of their dormitories after 8 p.m. and to sign in upon their return, no later than 10 p.m. Students are not permitted to be downtown after 8:00 p.m. On Friday evenings of five-day weeks, the sign in time for underclassmen is 10 p.m., 11 p.m. for seniors; on Saturday evenings, the sign in time for all students is 11:30 p.m. After sign in until 5 a.m., the Academy expects students to remain in their dormitories unless permission to leave has been given by the House Counselor or the Cluster Dean.

Day Students: All Day Students are required to leave the campus each night by dormitory sign-in time unless they have permission from their Cluster Deans to stay later.

Off Campus Permissions: At the discretion of the Faculty, certain weekends of the school year may be closed; that is, overnight excuses may not be taken on those weekends. Students of all classes may apply for an overnight excuse for any other weekend. Overnight excuses begin after the last appointment of the week and end by 8 p.m. on Sunday. Permissions for weekends to college campuses are generally granted only to Seniors and only after specific parental permission has been granted for each visit. Invitations by adult hosts are required for all weekends. All excuses are subject to the approval of the House Counselor and the Cluster Dean, who publish details of the excusing procedure.

Any student may also apply for a day excuse, normally taken after the last official appointment on Wednesday, Saturday, or Sunday, though Seniors may also take day excuses until 11 p.m. on Friday evenings of five-day weeks. Saturday day excuses end at 8 p.m. for Juniors and Lower; Uppers and Seniors may remain off campus until 11:30 p.m. All students must return to campus on Wednesdays and Sundays by 8:00 p.m. Day excuses are also subject to the approval of the House Counselor or the Cluster Dean.

The school expects students to conduct themselves responsibly on day or weekend excuses. As a minimum this expectation encompasses observance of state and federal laws, but also includes respect for rights of others. Renting hotel rooms for parties on weekends or day excuses cannot be permitted by the school, and students who appear at such parties can expect a disciplinary response from the school. Students are expected to return to the campus free from the influence of alcohol or illegal drugs, and not preceded nor followed by reports of misbehavior; in cases to the contrary, the school will respond with punishment, counseling, or both.

Motor Vehicles and Bicycles: The Academy expects that boarding students not keep motor vehicles in or near Andover. They may ride in a motor vehicle if the driver is a member of their family, a faculty member, or another person authorized by the student's House Counselor or Cluster Dean. Students' travel plans for out-of-town permissions or vacations must be approved by the House Counselor and parents. For reasons of safety, the school disapproves of hitch-hiking.

Except when explicitly authorized, licensed day students may drive only themselves and other day students to and from the campus. From the time a student arrives until he or she leaves, motor vehicles, including mopeds, must be left in the assigned parking area and must not be used for campus transportation. The use of bicycles is permitted. Students are expected to register them with Campus Security, to lock them when not in use, and to obey all rules of the road, including proper lighting and reflectors at night.

DORMITORY SAFETY AND SECURITY:

Fire safety equipment, fire extinguishers, and smoke alarms are designed for use in an emergency. Students observed,

reported, or admitting to tampering with this equipment may be subject to counseling, fines (\$5 to \$100), and/or punishment for endangering lives in case of fire. Students must refrain from having firearms, fireworks, explosives, or any kind of open flame in their rooms. House Counselors will regulate the use of appliances in designated areas in each dormitory.

Because, in an emergency, a House Counselor must know exactly who is in the dormitory, guests may spend the night in a dormitory only with the House Counselor's permission, given well in advance, and ordinarily not on nights preceding classes. Guests are the responsibility of their hosts and must abide by all dormitory procedures and school rules.

For health reasons related to dormitory living, no pets are allowed.

To ensure fire safety, House Counselors will conduct weekly room inspections. Students are expected to keep their rooms and hallways safe, following the safety guidelines posted in each dormitory.

Students and parents are cautioned that the school cannot be responsible for the security of personal possessions. Expensive items such as computers, stereos, bicycles, or cameras should be insured by the family against loss, damage, or theft. Personal appliances such as hot plates, refrigerators, TV's, coffee or soup pots, and electric irons are prohibited because of fire hazards and limited electrical capacity. Hair blowers should be used with caution. Personal computers are permitted.

RULES:

The goals and expectations presented in the opening pages of the *Blue Book* are ideals toward which to grow. Their statement is intended to encourage positive participation in the dormitories and clusters individually and in the school as a whole, to encourage the learning process, and to encourage the realization that the welfare of the individual is often best realized by respecting the welfare of others.

The school recognizes that to support these expectations, there must be a clear statement of rules, a minimum standard of behavior. The school considers the following to be major offenses with the community:

- Dishonesty, including lying, cheating, or plagiarizing, as well as stealing, misuse of phones and credit cards, misappropriating library books, or falsifying a sign-in.
- Actions dangerous to the health, safety, or well-being of other persons (e.g., statements or actions expressing racial, ethnic or religious intolerance, willful infliction of personal injury, malicious harassment, willful violation of fire regulations, or destruction of property).
- Sexual harassment.
- The use, possession, or being under the influence of alcoholic beverages or illegal drugs.
- Possession of paraphernalia associated with drug use.
- Absence from school bounds without permission.
- Smoking.
- Serious or repeated violation of rules regarding sign-ins and absence from one's dormitory after sign-in deadlines.
- Unauthorized parietals.
- Failure to live up to expectations or to the terms of probation. Repeated probations are unacceptable, as are an accumulation of persistent irresponsible actions.

Students as "hosts" are responsible for what transpires in their rooms and as such may be liable for disciplinary action even if they have not personally broken the rules of the academy. Moreover, students who remain in the presence of rule-breaking may be liable for discipline.

Student leadership of all kinds and at all levels is crucial to a healthy community. However, the Faculty, individually and collectively, have the ultimate authority for maintaining minimum standards and the responsibility for helping students, individually and collectively, to grow and learn.

Responses of the Community to Failure to Live Up to Rules and Expectations:

The Academy expects that all members of the Community take seriously and positively their responsibility for cooperating with and upholding the ideals of the school. When an individual acts irresponsibly the community intends to respond as a whole and

irresponsibly the community intends to respond as a whole and to the extent possible and consistent with the first goal, encourage personal growth and the acceptance of individual responsibility.

Such responses may be initiated by peers, by a House Counselor, by a Cluster Dean, or by a Cluster Discipline Committee.

The initial response to a rule violation is normally exercised by a faculty member who confronts the suspected violator and seeks voluntary confirmation. If the student denies breaking a rule and if evidence is compelling, the faculty member may summon a colleague for corroboration. If there is no doubt, the case is then referred to the student's House Counselor or Cluster Dean, one or both of whom talk further with the student, then, when appropriate, see that parents are notified, and convene a Cluster Discipline Committee comprising the Cluster President, a student disciplinary representative, a faculty disciplinary representative, the House Counselor or Day Student Counselor, and the Cluster Dean as chair.

Prior to the discipline meeting, or in some clusters where procedures include formal testimony in the actual discipline meeting, the student may have a student or faculty member speak on his behalf to members of the discipline committee.

During the meeting, the student is urged to give a full account of the incident, or argue his or her innocence. Dishonesty by a student during a discipline meeting will lead to a recommendation for an immediate dismissal. In rare cases where the details of the offense are not clear, the Cluster Dean and the student may ask the enforcing faculty member to be present.

In considering the appropriate response to a case of irresponsibility, the determining person or group will take into account the student's age and experience, special circumstances, the welfare of the individual and, above all, the welfare of the community as a whole.

In extraordinary circumstances, as in a situation in which the welfare or safety of others appears to be jeopardized, any immediate response is followed by a hearing. Each Cluster has a formal, posted disciplinary procedure.

Counseling: In many cases of minor irresponsibility, informal counseling may be the most appropriate response. Such counseling may be carried out informally by peers or proctors, by a House Counselor or Cluster Dean. In addition, the professional counseling services at Graham House may be used.

Major offenses will be subject to formal review in the Cluster.

Discipline:

Restriction: For some cases, Restriction may be appropriate. A House Counselor or Cluster Discipline Committee may place a student on Restriction for a specific period, usually two weeks, and for specific times during the week, week-nights, weekends, or both. During the specified time, the students *must remain on campus* and must be in their own rooms without visitors after 8 p.m. on weeknights or in their own dormitories on Saturday night.

Bounding: For certain kinds of offenses, a Cluster Dean may prohibit a student from leaving School Bounds (see map on the final page of book).

Censure: A Cluster Dean may invoke formal censure to indicate the gravity of a student's misbehavior or error of judgement.

Work Periods: In some cases, a student who demonstrates unwillingness to cooperate with community rules or expectations may be assigned a project of work as restitution.

Probation: A student who demonstrates serious irresponsibility may be placed on Probation until the end of the current term (or, if there are fewer than seven weeks remaining, to the middle or end of the following term). During this time, a student is expected to justify his or her place in the community by attitude and cooperation in all areas.

Probation may be accompanied by an initial period of Restriction or by a work project. In particularly serious cases, a student may be sent home (or to an authorized agent) for a period of three to five days, to be returned to school by parents, if possible. The intent is to encourage communication among the student, parents, and the school.

For every student on Probation, a special Probation counselor will be appointed who will monitor the student's progress and with whom the student will be expected to discuss his or her progress regularly. At the end of Probation, the student's record will be expected to provide specific evidence of general improvement: satisfactory grades, few missed appointments, and positive reports from teachers, coaches, Work Duty Supervisors, and the House Counselor.

The Cluster Discipline Committee will then decide either to remove the student from Probation or to recommend suspension or Dismissal to the Headmaster.

After May 1 seniors committing an offense that would ordinarily place them on Probation will be required to leave campus after their last academic commitment and to forego Commencement Exercises. In addition, they will receive delayed diplomas.

Suspension: In rare instances and upon recommendation of the Cluster Discipline Committee, the Headmaster may suspend a student when it is judged that causes of difficulty can best be remedied during a limited absence from school, i.e. the remainder of a term or more. During that time, the student may be asked to complete a project or to meet certain stipulations. Academic credit at Phillips Academy does not accrue for terms thus interrupted. A Senior who has been suspended may not receive the diploma until he or she has been reinstated and completed the diploma requirements.

Year-end Review: The Community expects students to develop in integrity, unselfishness, and concern for the welfare of the community as well as in commitment to the academic program. If, at the end of two terms, the Faculty is seriously dissatisfied with a student's progress with respect to personal development, contributions to the community, or influence on the community, the student may be placed on Year-end Review.

This action may be taken at the end of the winter term by vote of the Cluster Faculty after a careful examination of the student's overall record. At the time, both the student and parents are notified of the reasons for dissatisfaction and the specific expectations which the Faculty hold for the student's improvement. In June, the entire Faculty will review the student's progress during the spring term to determine whether the student by his or her effort, attitude, conduct, and academic performance has justified his or her place in the school community. If the Faculty is not satisfied with evidence of the expected improvement, the student will not be permitted to return to school in September.

During the term of Year-end Review, a student will choose

a special counselor who will encourage the student and monitor his progress.

Dismissal: A Cluster Discipline Committee may recommend to the Headmaster the dismissal from the community of a student who demonstrates major failure to live up to the expectations and rules of the school. A student who sells or provides illegal drugs or alcohol may be dismissed regardless of prior record as may a student who lies in a discipline meeting. Moreover, the school reserves the right to dismiss a student on his or her first offense when the behavior is deemed to be exceptionally misguided.

Cluster Action: In all cases, the Cluster will try to find responses which relate directly to the kind of irresponsibility brought to their attention, and in all instances of major offenses, parents will be notified before and after disciplinary action.

Community Governance

Phillips Academy seeks to support each individual's worthy actions and attitudes, to help a student who makes a mistake in social behavior understand why it is harmful, and to encourage all students to participate in the governance of the school.

The Clusters: Each student of the Academy, day or boarding, is assigned to one of the six residential clusters. A cluster is composed of about 150 boarding students in a group of dormitories, the faculty of these dormitories, certain faculty residing in houses nearby, and between 40 and 50 day students. The cluster is intended to be the student's home ground. Within the clusters, students and faculty families share in the activities, associations, and mutual support of smaller communities, as well as the facilities and programs of the entire Academy. Mutual support takes various forms and, in each dormitory, older students' concern for younger ones is of particular value. In most dormitories, upperclass students assist the House Counselors as proctors and advisors.

While the Faculty as a whole makes final decisions on school-wide procedures, students and adults together within each cluster create and implement the policies which guide cluster life.

Through student-faculty groups, such as the Cluster Councils, clusters support school-wide expectations and rules, determine

house keeping procedures appropriate to cluster facilities, and ensure compliance with safety and fire regulations. The Cluster Discipline Committee takes or recommends corrective response whenever a student of the cluster has demonstrated inability to meet school or cluster expectations. All dormitory restraints are designed to ensure an atmosphere conducive to study and to protect the privacy of students and House Counselors. Each cluster issues its own supplement to the Blue Book, explaining the guidelines for excusing procedures and other daily living arrangements which may vary slightly from one cluster to another.

Counselors:

The House Counselor is responsible for primary counseling and support of students living within his or her dormitory, and is charged with maintaining safe conditions, order, a good study climate, and observance of school rules. The House Counselor grants day excuses and parietal permissions and approves, with the Cluster Dean, all overnight excuses. The House Counselor is also the school's primary liaison with parents of boarding students.

The Day Student Counselor is responsible for making periodic contact with students assigned to him or her, monitoring their progress and welfare, providing advice and support, and serving as primary adult contact with parents.

Cluster Deans:

The Cluster Dean's main responsibility is to lead, coordinate, and evaluate these Counselors, but the Cluster Dean also grants special permissions, chairs disciplinary proceedings, writes for parents and the record letters on discipline, and serves as a back-up counselor for students within the cluster. The Dean also administers cluster housing, appointments, elections, committees, and activities.

Dean of Residence:

The Dean of Residence is primarily responsible for leading, coordinating, supporting, and evaluating the Cluster Deans—as well as monitoring all aspects of residential life.

Cluster Committees: Many standing and ad hoc committees have student representation, giving students a voice in the affairs that affect their lives. In the clusters, students meet with faculty on Cluster Councils and Cluster Discipline Committees to help set cluster policy and review cluster discipline cases.

Cluster Presidents: Each cluster elects a Cluster President who, in addition to administrative duties within the cluster, meets weekly with the other Cluster Presidents and the Cluster Deans, and regularly with the Headmaster, to discuss matters of concern to the whole school community.

Student Government:

School President: The entire student body elects a School President to meet regularly with the Cluster Presidents and Deans, the Student Council, various student and faculty committees, and the Headmaster to share community concerns and participate in solving problems.

Student Council: Consisting of elected representatives of each Cluster and Class, the Council provides a forum for identifying and exploring community issues and a means of generating proposals for constructive change within the community.

Academic Procedures

Honesty is the basic value on which this community rests. Academic honesty is demanded by the very nature of a school community.

The Academy communicates its academic standards to students through regular evaluation of their work, encouraging their best efforts in all fields.

Academic Review

At the middle and at the end of each trimester the faculty of each Cluster reviews the records of students who are in academic difficulty (including absences from class). Through consultation with the student, the House Counselor or Day Student Counselor, and instructors, the Cluster Faculty tries to identify the sources of any problems a student may appear to have and initiates action for improvement. Such action may include tutoring, special counseling, and limiting the student's activities both on and off campus in order to protect study time.

In serious cases the Faculty or the Cluster Faculty takes formal action.

ACADEMIC RESTRICTION: When a student's work might be improved by less distraction, he or she may be placed on Academic Restriction, during which time the student must be

in his or her own room by 8 P.M. on each evening preceding a class day.

NO EXCUSE: In more serious cases, the Faculty or Cluster Faculty may impose No Excuse for a period of at least five weeks. This means a student may not be given either a day or an overnight excuse, and is thus restricted to School Bounds.

GENERAL WARNING: If a student's work is precarious, the Faculty may place the student on General Warning, ordinarily with No Excuse, which signifies that unless there is significant improvement, the student may be advised or required to withdraw at the end of the next trimester.

ADVISE TO WITHDRAW: When the Faculty believes that a student is unable to meet the academic demands of the Academy, it may advise the student to withdraw. Although such advice is non-binding, the Faculty will almost certainly require withdrawal unless substantial improvement is made in the subsequent trimester.

REQUIRE TO WITHDRAW: The Faculty may require the student to withdraw, if it is convinced that he or she is unable to meet the Academy's academic standards.

UNSATISFACTORY EFFORT ("U" after grades): May result in the student's being placed on Disciplinary Restriction (see p. 11).

The Faculty or Cluster Faculty may place her or him on No Excuse, ordinarily with Disciplinary Restriction during the first two weeks, as an indication that effort should be increased;

The Faculty at the end of a trimester may place the student on General Warning, ordinarily with No Excuse and usually with Restriction, as an indication that the Faculty is seriously dissatisfied with his or her effort, and that the student may be dismissed at the end of the next trimester unless there is marked improvement.

When the Faculty at its June meeting sees an unsatisfactory record by a student on No Excuse, the Faculty may require the student to withdraw.

Red Flags and "On Report"

An informal reporting system assists House Counselors and Day Student Counselors in keeping track of the attendance and academic performance of each of their counselees and makes it easier for the classroom teachers to communicate with their students' Counselors.

When an instructor or coach is worried about any aspect of a student's performance, the instructor may report this to the student's Counselor on a "Red Flag" form, constituting a request that the student be put "On Report." The Counselor then sends to each of the student's instructors an "On Report" form which requests a periodic statement about the student's progress. "On Report" may also be initiated by the House Counselor.

"On Report" has no disciplinary connotations unless poor attendance or effort is involved; it is a device to allow those faculty members closely involved with a student to pool their information, concerns, and views about the student for his or her benefit. After reviewing the assembled reports, a Counselor may recommend to the Cluster Dean that appropriate counseling, disciplinary action or other steps be taken.

Reports and Grades

Reports of grades, attendance, and of Faculty action affecting a student are mailed to the parents or guardians at the end of each trimester, at the Fall Mid-Term, and, in some cases, at the Winter and Spring Mid-Terms. At the end of each grading period the Counselor and student discuss the student's progress and review the Instructors' Reports. Parents of underclass students may expect to receive a comprehensive report from the Counselors and copies of the Instructors' Reports in December and June. Parents of Seniors will receive December reports.

At the end of a trimester or course, a grade of incomplete normally may be given in response to unsubmitted course work only for medical reasons. Permission for any non-medical incompletes will be granted rarely, and only when requested in advance, and only with the approval of the appropriate department head and the Dean of Studies' office. A mark for incomplete work (whether passing or not) is bracketed. An asterisk with the brackets indicates that the work is incomplete because of illness.

Trimester and Final Grades are:

6 Outstanding	2 Minimum pass (and minimum college certifying grade)
5 Superior	
4 Good	1 Failure
3 Satisfactory	0 Low Failure

Effort and Attendance

The letter U (Unsatisfactory) may be used with any grade to indicate that in the teacher's opinion the student is not working hard

enough to achieve results commensurate with ability. The letter S (Satisfactory) is used only to indicate a change within a term from Satisfactory to Unsatisfactory, or the opposite: S-U, or U-S.

Students are expected to meet, and be on time for, all academic obligations, athletic and activity commitments, all work program assignments, all medical appointments, and to attend all school and Cluster meetings, unless excused by teachers, supervisors, or coaches in advance. No student may be excused from a class in order to lengthen a weekend or vacation without permission of the Cluster Dean. Faculty members take attendance at each class meeting, required athletic session, and required school meeting. Each student is required to write a brief note to the teacher explaining each class absence, whether or not the absence was due to illness. At the middle and end of each trimester, the number of unexcused absences is reported to the Registrar, the teacher, coach, or dean making the judgment as to whether an absence is excused or unexcused. The total number of unexcused absences is reported to parents on the report card; a record of both excused and unexcused absences also appears on each Instructor's Report.

Students who accumulate unexcused absences may expect disciplinary action.

Absence for Medical Reasons

If, for medical reasons, a student is required to be absent from campus or classes, or is limited in participation in the athletic programs, he or she must arrange personally to be excused through Isham Infirmary. This procedure allows proper recording of necessary absences and excuses; it permits the Medical Director to be aware of health problems, to cooperate with families and other physicians, and to make appropriate arrangements on campus.

A student not feeling well but not seriously ill may ask his or her teacher or coach in advance for an excused absence.

Day students who stay home because of illness must have their parents call Isham Infirmary each morning; names of such students will then be reported to all school departments. Students calling in themselves cannot be excused.

Day students who miss a school commitment because of an off-campus medical or dental appointment must show to each teacher or coach of any missed commitment(s) an appointment card, receipt, or note from the doctor or dentist.

The Honor Roll

A student is placed on the Honor Roll upon receipt of the minimum grade totals for the number of courses indicated by the following table (no grade may be below 3 or incomplete):

Number of courses:	3	4	5	6
Minimum of grade totals:	15	19	24	28

A student placed on the Honor Roll at the end of a trimester may have two non-consecutive free days in the following trimester; to take one of these honor roll days a student must sign up in advance at the Dean of Residence Office. On such a free day a student is not excused from any announced test or laboratory. It is, therefore, essential to speak with each teacher in person before taking an honor roll day. A student may leave the school limits on a free day from 6 a.m. to 8 p.m. for purposes approved by the Cluster Dean, or may remain on campus with no appointments required until 8 p.m. Free days may be used, by arrangement with the Cluster Dean, to extend weekend excuses by one day, including either Monday or Friday, but neither on long (three day) weekends.

Academic Information

Classification

Students are classified as Juniors, Lower Middlers, Upper Middlers, or Seniors according to their academic credits and not according to the number of years they have been in school or the class to which they belonged the preceding year.

Transfer of Courses

The request to transfer must be made before the sixth calendar class day of the term. The student must obtain written permission from the chairman of the department, take this permission to the Academic Advisor (a faculty member assigned to each student to assist in course selection and program design) get a transfer slip, and present the transfer slip to the Scheduling Officer in the Dean's Office. No transfer is official until this slip is filed with the Scheduling Officer.

Dropping a course

A student may not "go light" (take less than the normal load) without the permission of the Academic Advisors.

Term-contained courses: These may be dropped in any term

during the first 4 calendar weeks of the term but not after this period of time. A student must get a drop slip from the Academic Advisor and file it with the Scheduling Officer.

T² and Year-long Courses: See the Dean of Studies for a form which must be taken to the Instructor, Chairman of the department, House Counselor, Academic Advisor, and then returned to the Dean. Permission is granted only when all concerned feel that the student's best interests will be served by dropping the course. T² and year courses are meant to be firm commitments and should not be taken lightly. When a year-long course is dropped in the second or third term, credit for the previous terms is awarded only at the discretion of the department and may be withheld entirely.

Tutoring

Students experiencing academic difficulties should first seek help from their teachers. For more extensive help, students who need help in writing, reading, or organizational skills should make arrangements at the Study Skills Center in Graham House, where group and individual tutoring is available. Services are offered in a variety of ways by the professional staff. Students may take study skills courses or individual tutorials for credit when recommended by the Academic Advisor. Students may also be referred by individual teachers for help in specific courses or they may seek help on their own.

Academic Honors

Prizes

Prizes are awarded each year, mainly during and at the end of the Spring Term, for proficiency in individual academic subjects, and various awards are made in the field of athletics. In addition, there are special honor awards accorded for character, leadership, and contribution to the school community.

The Cum Laude Society

Corresponding to the Phi Beta Kappa Society in colleges is the preparatory school organization known as the Cum Laude Society. Its aim is to recognize and encourage high scholarship throughout the secondary schools of the country. The Society was founded at the Tome School in 1906, and has gradually been enlarged until now there are 153 active chapters, including that at Phillips Academy founded in 1907. By ruling of the National

Society no more than 20% of any graduating class may be elected to the Cum Laude Society. Accordingly, the Andover Chapter elects up to 10% in February and 10% at Commencement. To be eligible, a student must be a diploma candidate in good standing (e.g. not suspended or on Probation) and have maintained at least a 5.0 average during the terms under consideration. Detailed criteria are available for inspection in the Dean of Studies office.

Alternative Academic Programs

Senior Projects

To provide opportunity for pursuing intellectual and creative interests beyond the scope of regular courses, the individual academic departments are empowered to permit Seniors to substitute independent projects for regularly scheduled courses, providing the project will replace only one academic unit per term for a maximum of three terms, providing the student has achieved honor grades in course work done with the department approving the project, and providing the student has no grade below 3 in the term preceding and has no need to make up extra credit for the diploma. A senior may not substitute a credit-bearing *academic* project for his activity or athletic commitment. Arrangements may be made for a student to pursue a term-long project which will require that student to be off campus. A student should apply for either on-campus or off-campus projects during the preceding term by obtaining a form in the Office of the Dean of Studies. This form must be filed in that office by the deadline published in the Daily Bulletin.

School Year Abroad

Sponsored by Phillips Academy, the Phillips Exeter Academy, and St. Paul's School, School Year Abroad is an off campus program available to upper Middlers and Seniors. The main goal of the program is to provide an international dimension to the student's education without compromising the academic integrity of the student's college preparation. Near total immersion in the host culture is achieved through living with a native family and participating both in their daily life and the activities of local organizations and clubs, both athletic and social. Students pursue their studies both in English (math and English) and in either French or Spanish (literature, art, history, language). During the

year all College Board examinations are offered at each center, and students receive full academic credit on successful completion of the program. Group travel is also included, both as a change of pace as well as an extension of the classroom.

Details are described in a separate catalog which may be obtained in the School Year Abroad office in the basement of Samuel Phillips Hall.

The Andover Summer Session

The Andover Summer Session is a six-week academic enrichment program for boys and girls of high school age. Students who wish to take a Summer Session course for Phillips Academy credit may apply to the Summer Session, if they have made advance arrangements with the appropriate department chairman.

The Washington Intern Program

The Washington Intern Program, in which Andover joins with Exeter, allows a group of Seniors and Upper Middlers to spend the Spring Term living in Washington and working in the offices of U.S. Senators and Congressmen. Information on this program may be obtained from the Department of History.

Term in Spain or France

Students enrolled in a Spanish course (22 or higher) may elect to spend the Winter Term in Madrid. Third level or higher French students may elect a Winter exchange program with a lycee in Antibes, France. As is the case with all off-campus projects, approval for participation in either program is dependent on the student's not being enrolled in any year-long courses (except in Spanish or French) and on the student's not needing to take on-campus courses in order to meet diploma requirements. Final approval for participation in this program will be made by the Dean of Studies.

The Work Program

All students and many faculty and staff participate in the Academy's Work Program, a group of activities essential to the maintenance and the educational purposes of the school. Taken together, the Work Program activities save a significant amount of money on physical plant operation, an important function in a school which devotes its major financial resources to scholarships and other academic needs. They are designed to amplify students' and faculty's senses of responsibility toward their phys-

ical environment, and to increase their competence in maintaining it.

To spread tasks equitably, at least three different work duties are undertaken by each student during various periods of his or her P.A. career.

Attendance at Work Program assignments, including Commons Duty, is a required appointment.

Two assignments are organized by clusters:

Commons Duty: The Clusters rotate Commons duty for one week at a time; thus each Cluster is usually responsible for Commons duty twice a term. Cluster faculty are assigned to supervising each dining hall when a Cluster has Commons duty.

Cluster Dorm Cleaning Program: All Uppers and Juniors (excluding those assigned to specialized chores) work 2 periods each week in cleaning stairways, halls, common rooms and bathrooms under the supervision of a custodian assigned to the Cluster. Crews consist of 4-10 students. They report to the custodian in whatever dorm he is cleaning that day. He instructs the students in what is expected of them on each job he gives them, and then inspects their performance. All work is done within two periods each morning when the custodian is present. The rest of the day the custodian is free to do work not assigned to students.

Campus-wide Work Programs:

The Lowers' Work Program: Lowers are required to help out with some of the necessary jobs in school offices, library, gymnasium, etc. for no more than two periods a week throughout the year. A few Lowers are appointed to certain jobs which require a special skill or interest such as the orchestra, physics lab or language lab. All other Lowers sign up for the job of their choice on Arena Day after they have completed their academic schedules. Each Lower reports to an adult supervisor, who keeps attendance records and writes comments for counselors on the student's performance at the end of Fall and Spring terms.

Prominent Extra-curricular Organizations

Performing Arts

Theatre

Students interested in acting, set design, front-of-house business,

scene construction, lighting, or any other involvement may mount productions in the several playing areas in the school. The schedule for major productions may include a Shakespeare, a modern comedy, and a Broadway musical, the latter the combined efforts of several departments.

The Drama Lab usually, though not always, produces plays of a short and informal nature. These are sometimes experimental and innovative, and occasionally student-written. The lab operates under the guidance of student directors and a faculty advisor.

Plays in foreign languages are also performed, under the auspices of the department involved. Productions are also mounted as the main thrust of Theatre 27, one of the courses offered by the Department of Theatre and Dance.

Students may elect drama as an alternative to athletics in the winter, or may elect stage crew for one of the three trimesters.

Dance

Dance, both ballet and modern, is offered during the athletic period. It is coeducational. There is also a formal academic course in modern dance. Participation, whether as an athletic involvement, as a course, or extracurricular, may lead to public performance, such as recitals, or as part of a major production such as the spring musical.

Music

The three major musical organizations of Andover are the Chorus, the Concert Band, and the Orchestra. In addition to these there are numerous other groups, such as a large Jazz Band, a chamber music program, and varied combinations of woodwind, string and bass ensembles. The Fidelio Society is a smaller and very exclusive group made up of the finest voices from the Chorus. It also appears in concerts, chapel services, and various informal gatherings around campus.

The department sponsors a Marching Band, which works as a pep band to play for football games. Its members also attend the away Exeter game, and one other game, either at Northfield-Mt. Hermon or Deerfield. During the fall the band is also continually working on concert music as well. There is a late

fall term concert, a concert during the winter, and a spring concert sometimes held outdoors.

The Phillips Academy Orchestra is a group of concert proportions. After the strength of the string section is determined, the best bass woodwinds from the Band are invited to assist, as the repertoire dictates. The Orchestra has an active year, with concerts at Andover in combination with the Band and Chorus and before outside organizations. In the spring, the Orchestra combines with top players of the Band to form the pit orchestra for the annual spring Broadway musical production.

The Phillips Academy Jazz Band is open to all students; those players who qualify make up the 18 to 20 piece organization. Several pianists, drummers and vocalists share in the large repertoire of music performed. The Jazz Band performs at various surrounding schools and plays numerous concerts or concert/dances for the academy students, faculty and townspeople.

The department also sponsors a Chamber Music Society. The Society is made up of students, faculty and townspeople, who gather one evening a week to prepare for various programs in the community. Also, the Society sponsors informal Chamber Music Parties to give performing experience to as many of the members as possible.

Phillips is fortunate to have a 37 bell carillon. The academy carillonneur has organized a group to best make use of this instrument and explore its musical possibilities. Each year a student is awarded the Fuller Prize, which gives the recipient the responsibility of playing the carillon in the Memorial Tower.

Publications and Communications

There are a number of publication groups in the school. Competitions for board positions are open in some cases to all members of the school except juniors, in others to members of designated classes. The experience gained in these competitions, whether the candidate is successful or not, is worth the effort, and the prestige of executive positions on the boards is well worth trying for.

The Phillipian, established in 1857, is the official newspaper of the Academy and is published every Friday of the school year.

Its staff is divided into two boards: the Editorial Board, which

takes charge of the purely editorial phase of the publication, and the Business Board, which has charge of subscriptions, circulation, and advertisements. Positions on either board are obtained through experience with the paper.

The Phillipian offers opportunities for students who show aptitude for either business or writing.

The Pot Pourri is the Academy year book, published at the end of each school year. The book serves to document important events at Andover and stands as the official record of each year. It contains pictures of all the seniors, faculty and extracurricular organizations, and also seeks to display the aspects of P.A.

The Mirror, founded in 1854, is the undergraduate literary and art magazine, which is published at least three times a year.

The Caucus is published three times a year by the members of the Afro-Latino-American Society; however, contributors are not necessarily limited to those within the Society. Contents include articles, poems, photos and drawings. *The Caucus* enhances awareness of minorities and their experience here on the Phillips Academy campus or elsewhere.

The Ryley Room

This snack bar offers games, music, and activities in addition to between-meal and evening snacks. Its policies and offerings are determined by the manager and the Student Board of Governors. It is located in the west basement of Commons. On evenings preceeding classes, the Ryley Room is open only to Seniors after 8:00 p.m.

The FM Radio Station

The student radio station (WPAA), with studios in the basement of Evans Hall, broadcasts music, talks, panel discussions, news of campus activities, and other material of interest to the school community. It provides students with an opportunity to learn about the equipment used in broadcasting, about the problems of programming, and about oral poise.

Special Organizations

Social Functions Committee

Social Functions are planned by students in collaboration with Cluster committees working with the Coordinator of Social Activities.

The Blue Key

The Blue Key, organized in 1954, is a group of upperclass students whose function is to welcome new students and others to the campus, serve as advisors to new students in all four classes, conduct special activities, and generate school spirit.

The Community Service Program

The Community Service Program arranges opportunities for service off campus in Andover and in urban Lawrence. In recent years students tutored in Andover elementary and Junior High schools, assisted at the town center for the elderly, worked as hospital volunteers, led a group at the YWCA, helped in a residence program and a day-school program for emotionally disturbed children, tutored and provided other assistance and skills in an inner city elementary school, brought fourth graders from South Lawrence to the campus weekly. Many students volunteer a portion of their own free time for such service activities; students may also work out a service project with the Director of Community Service for one term as an activity in place of athletics; Uppers and Seniors may be able to arrange a service activity as an Independent Project in place of a course. Interested students should contact Mary Ginard and Father Richard Gross at Cochran Chapel.

Afro-Latino-American Society

Founded in the Fall of 1967, the Afro-Latino-American Society exists to serve the needs of the Black and Hispanic student at Andover and to increase communications between Black and Hispanic students and the school community in general. The Society operates a Minority Cultural Center, which includes a library of Black and Hispanic history and literature, and which serves as a headquarters for its many activities, such as orientation, tutoring, and general assistance for new Minority Students, and lectures, seminars and panel discussions, open to all students.

The International Asian Society

The purpose of this organization is to provide opportunities for education about and sharing of various Asian cultures and traditions, with equal emphasis on bonds and diversity.

The Society sponsors programs, demonstrations, field trips, and films on oriental art, literature, music, history, religions, and cul-

sine. The Society is open to all who share either Asian backgrounds or interests.

The International Club

Open to all foreign students and those interested in the cultures and traditions of other nations, this neophyte club has been established to provide support for Andover's growing number and diversity of foreign students and to promote understanding and appreciation of that diversity within the school community.

The Student-Alumni Association

The Student-Alumni Association is a service organization of 150 students and over 300 Alumni volunteers. Members represent all 50 states and many foreign countries. The students serve in the Admissions Office as guides hosting visitors to the PA campus. They also work closely with Alumni Representatives in their home areas keeping them in touch with Andover today. Membership includes all classes and is competitive.

Student Programs and Opportunities

Students interested in summer work, internships, service and travel opportunities should seek the help of Mrs. Bardo in the Summer Opportunities Office in Phillips Hall. Students interested in summer foreign language study should inquire in the Language Division Office in Samuel Phillips Hall.

Special Support

The Abbot Academy Association

The Abbot Academy Association was organized in 1973 upon the incorporation of Abbot Academy into Phillips Academy in order to fund extracurricular and experimental programs at Phillips Academy. The Dean of Studies administers a fund provided by the Abbot Academy Association to be used for student initiated projects.

Activities and Clubs

Andover sponsors a large variety of activities, many of them organized as clubs. Students should watch the Daily Bulletin for announcements of meetings. Students may organize a new activity, but the activity must register with the Dean of Residence and must have a Faculty Advisor.

STUDENT ORGANIZATIONS 1988-1989

Organization	Leaders	Faculty Advisors
Afro-Latino-American Soc.	M. Young/J. Ahedo	Mrs. Royal
American Israel Public Affairs	E. Kenigsberg/R. Woldenberg	Rabbi Gendler
Amateur Radio Club/WISW	P. Herron/D. Carnes	Mr. Moss
Amnesty International Society		
Andover Cricket Club	R. Parekh/G. Bedford	Mr. Maqubela
Asian Society	G. King/E.M. Shen	Ms. Fan
Blue Key Society	N. Abramson/D. Satterthwaite	Mr. Stableford
California Club	J. Yasuda/K. Macneale	Mr. Maqubela
Chapel Fellowship		Rev. Zaeder
Chinese Club	J. Aronovitz/A. Lish	
Chorus	J. Smith/J. Aronovitz	Ms. Skelton
Community Service	J. Siler/M. Megalli	Ms. Minard/ Fr. Gross
Dance Club	M. Kirkland/S. Martin	Mrs. Rubio
Fidelio Society	C. Chan/E. Kim	Ms. Lloyd
Foils Club	R.P. Smith/A. Decker	Mr. Kalkstein
Indian Club	A. Sareen/A. Kedar	Mrs. Bailey
International Club	M. Dial/R. Ali-Ahmad	Mrs. Powell
Jewish Student Union	R. Woldenberg	Rabbi Gendler
Martial Arts Club	J. Aronovitz	Dr. Perrin
Mirror	L. Chang	Mr. B. Smith
Newman Club		Fr. Gross
Political Economy Club	A. Pechter	Mr. Strudwick
The Phillipian	R. Leonard	Mr. Lyons
Sailing Club	C. Smit	
WPAA		Mr. Thorn
Writing Club	A. Atlas	Ms. Kelly

Activities Budgeting

Business Managers of all clubs meet with the Assistant to the Comptroller, in the fall to be instructed in how to manage a budget. It is extremely important that any funds which accrue be accounted for accurately and deposited promptly in the Treasurer's Office. No solicitation drives of persons or firms outside the Academy may be carried out without the explicit approval of the Secretary of the Academy.

Physical Education and Athletics

The Department of Physical Education and Athletics offers three kinds of activity: interscholastic athletics (Varsity and J.V. sports), intramural activities, and the physical education program. *Participation in the athletic program is compulsory. Members of Varsity and jayvee teams are required to attend all scheduled practices and contests unless personally excused by their coach.*

The Physical Education Course

The co-ed Physical Education Course is mandatory for all Juniors and new Lower Middlers. A one-trimester diploma requirement, the course attempts to meet the needs of students by testing and developing individual physical aptitude in the areas of agility, survival swimming and body control through rope climbing. At the beginning of the course students are tested for physical aptitude. Low testers are usually required to take a remedial program for one term as their afternoon sport. The physical education course is part of the academic program and does not excuse a student from participation in the regular afternoon program. Students are graded on a pass- fail basis.

The Swimming Requirement

Upon arrival, all new students are given a swim test. Those who are unable to meet our requirement are enrolled in swimming lessons as their afternoon sport in the fall. Note that Juniors and new Lowers who do not pass the swim test must postpone taking the Physical Education Course until they are able to meet the swim requirement.

Athletics

Participation in the afternoon program is mandatory for all students. The Department offers 45 areas: interscholastic competition for varsity and JV teams; intramural cluster team competition; recreational and instructional sports; ballet or modern dance; and for the upper 3 classes one term a year of an activity in place of sports. Students are strongly encouraged to play at least one competitive team sport while at Andover.

Attendance, Grades and Medical Excuses

Absences from required sports are accorded the same importance as those from academic classes. Students are given a grade of satisfactory or unsatisfactory by their coaches at season's end and these grades determine whether a student enjoys good standing

with the Department. Although students may have to be excused by the Academy's Medical Director from active participation in sports, they must still meet their athletic requirement in one of the following ways: service as a team manager; qualifying to be a student assistant coach; working as a Departmental office assistant; or successful completion of a rehabilitative program prescribed by the Medical Director and implemented by the Trainers.

Interscholastic Athletics

The Varsity and JV program provides competition with independent and public school teams of comparable strength, as well as some Varsity contests against college "B" teams. Andover boys and girls teams play other schools on Wednesday and/or Saturday afternoons, and in the winter on appropriate Friday and Saturday evenings.

Intramural Athletics

Co-ed teams representing each of the six residential clusters compete four days a week at the "A" and "B" skills level in fall soccer, winter basketball and spring softball. The Cluster accumulating the best record in year-long A-level competition wins the Parker-Sprague-Goss Trophy. The Sheridan Award is presented at Prize Day each spring to that student who has contributed the most to the cluster intramural program.

Instructional, Recreational, Fitness and Dance

Various co-ed options are offered depending upon the availability of qualified supervision and sufficient student enrollment. Fitness programs and certain others may be selected only once during the year.

Activities in Place of the afternoon Athletic Program

Seniors, Upper Middlers and Lower Middlers in good standing with the Athletic Department may substitute an alternative activity for one term of athletics during each of the last three years. Led by faculty members who wish to share special interests with students, activities usually include Community Service, ceramics, stage crew and dramatic productions, music and photo field trips.

Student Athletic Advisory Board

The elected captains of all varsity teams are eligible for membership on a committee which advises the Director of Athletics on the varsity awards system and other aspects of the interscholastic program. Led by their elected Chairperson and Secretary, this

group seeks opportunities to stimulate interest in Andover athletics and in athletically oriented community service projects.

Varsity Athletic Awards

Members of varsity teams who meet standards prescribed for each sport may be awarded the Varsity A by the coach and captain at a post-season Athletic Awards Evening, upon approval of the Student Athletic Advisory Board. The Department's highest award, the Interwoven A Sweater, is presented to athletes who have won four A's in the same seasonal sport, three A's in one year or a total of 5 varsity A's.

Managers of Varsity and JV team sports

The student managers of Varsity and JV teams serve a vital function in assisting the coach in the efficient handling of practical and logistical details. Varsity managers may receive appropriate athletic awards for excellent service. Managerial positions are normally not open to Juniors; nor may a student manage more than once each year.

The Press Club

The Press Club was established in September of 1954. Its publishing includes rosters for Saturday varsity contests, a special program for the Andover-Exeter football game and, at the conclusion of each athletic season, the ANDOVER SCOREBOARD, a sports magazine which provides comprehensive coverage of the individual varsity teams. The organization also is responsible for reporting scores and statistics to newspapers and for co-writing articles on Andover sports for various publications, including the Alumni Bulletin. Staff members, operating under the auspices of the Athletic Department, learn to be adept in athletic journalism, graphics and business management.

PROGRAM OF SPORTS

Interscholastic Competition

*Intramural
Competition*

Co-ed Instructional/Recreational

Girls

Boys

Cross Country
Field Hockey
Soccer
Volleyball

Cross Country
Football
Soccer
Water Polo

Co-ed Soccer

Ballet
Crew
*Cycling
Field Hockey
*Jogging & Fitness
*Karate

Modern Dance
Search & Rescue
*Squash
Tennis
Yoga

**Fall
Term**

**Winter
Term**

Basketball
Gymnastics
Hockey
Skiing
(Alpine & Nordic)
Squash
Swimming
Track

Basketball
Gymnastics
Hockey
Skiing
(Alpine & Nordic)
Squash
Swimming
Track
Wrestling

Co-ed Basketball

Aikido
Ballet
Cross Country Skiing
*Jogging & Fitness
Hockey
Modern Dance
*Paddle Tennis
Search & Rescue
*Yoga

**Spring
Term**

Crew
Cycling
Golf (co-ed)
Lacrosse
Softball
Tennis
Track

Baseball
Crew
Cycling
Golf (co-ed)
Lacrosse
Tennis
Track

Co-ed Softball
Co-ed Speedball

Ballet
*Cycling
*Jogging & Fitness
*Karate
Modern Dance
River Running

Search & Rescue
*Squash
*Tennis
*Yoga

*May be taken one term only.

School Services and Facilities

Commons

The school's dining facility—operates on a cafeteria basis and offers as wide a range of cuisine and salad bar as community tastes and the budget will permit. The Commons Staff welcomes suggestions and favorite recipes. Because faculty supervision is minimal, the effectiveness, efficiency, and ambience of Commons rely heavily on maturity and cooperation by students to minimize food waste, pilferage, and vandalism and to ensure an atmosphere of civility, courtesy, and pleasant dining.

The Student Health Service

The medical care of students' injuries and illnesses is given at the Isham Infirmary, a small, modern, well-equipped infirmary. Isham Infirmary is open at all times, both day and night. Students are welcome at all times but except in the case of emergency they should not come to Isham Infirmary during a classroom period. Students with minor ailments should try to come during a free period between the hours of 8:00 a.m. and 5:00 p.m.

Facilities for dental care are also available at Isham Infirmary. The Student Health Service physicians are willing and able to give good advice, should the services of other specialists be desired. All out-of-town appointments for dental care with various medical or surgical specialists must be made through Isham Infirmary.

Appointments to see the Medical Director may be made through Isham Infirmary. The Medical Director urges that no student take any medication except as prescribed by a physician, and hopes that all students will consult her early about any illness, injury, emotional difficulty or cause of undue worry which may develop. All students should be encouraged to seek medical advice without hesitation.

The visiting of patients by students (two at a time) is always allowed with permission of the nurse on duty, weekdays: 11:00 a.m.-2:00 p.m. and 6:00 p.m.-7:30 p.m.; Sundays, 11:00 a.m.-7:00 p.m. Students must adhere to Isham Infirmary rules, which were established in the best interest of all.

Counseling

Confidential psychological counseling services are available at Graham House Mondays through Fridays from 9:00 a.m. to 5:00

p.m. Students are encouraged to speak with a counselor concerning any personal, family, or school problem that is troubling them. Students may schedule an appointment with one of three psychological counselors through the Graham House secretary for a time that does not conflict with a class period. Appointments can usually be arranged for the same or next day. In case of an emergency there is always a psychological counselor who can be reached by a student, house counselor, dean, or Isham Infirmary on a 24 hour basis, including weekends. Occasionally, due to the nature of a student's problem or at his or her request, a counselor will help to arrange services for the student with a mental health professional outside Phillips Academy.

Religion

In 1976 a residential and pluralistic team ministry was formed in which a Protestant minister, a Roman Catholic priest and a Rabbi cooperate both to symbolize and to serve the diverse religious needs of the community. Personal and private religious counseling is readily available and attendance at all worship services is voluntary. Roman Catholic and Protestant services are held each Sunday in the Sylvia Pratt Kemper Chapel at 9:45 A.M. and 11:00 A.M., respectively. On occasion ecumenical services are celebrated in the Cochran Chapel. Jewish services are conducted regularly on Friday evenings in the Kemper Chapel and special arrangements are made for Jewish students to celebrate their holy days.

Some students attend regularly one or other of the churches in Andover, such as the Christ Episcopal Church, the Christian Science Church, Free Congregational Church, Faith Lutheran Church, the Unitarian-Universalist Church, and the Mormon Church in Georgetown.

It is school policy that religious organizations not recruit membership or proselytize on campus.

The Library

The Oliver Wendell Holmes Library was built in 1929; the addition, doubling the floor space, was completed for school's opening in the fall of 1988. The Library contains over 100,000 volumes and currently receives 260 newspapers and periodicals.

The stacks are open. Practically all books circulate, but periodicals and reference books circulate overnight only. The Phillips Academic ID card is required for checkout of materials; all materials removed from the Library must be signed out.

Suggestions from faculty and students for new books are welcome.

The Record Library

The Record Library is located in the basement of Graves Hall. It is open during announced hours for free listening to fine recordings. Records from the collection may be borrowed for use by all members of the school community.

The Art Gallery

The Addison Gallery of American Art was established in 1931 in order that the students of Phillips Academy might become acquainted with the objects of art and craftsmanship of their own country. The gallery has a high rank among the smaller museums in the country, with a well-equipped building providing space for extensive loan exhibitions in addition to the permanent collections. These loan exhibitions vary widely in subject and period, and include foreign as well as native art.

The gallery is open the year round and free to the general public, as well as to the student body. While the gallery is closed on Mondays, its regular hours during the remainder of the week are: Tuesday through Saturday, 10:00 a.m. to 5:00 p.m.; Sunday, 2:30 p.m. to 5:00 p.m.

The Robert S. Peabody Foundation for Archaeology

The Robert S. Peabody Foundation for Archaeology was founded in 1901 by Robert Singleton Peabody. Mr. Peabody's primary purpose in establishing the Foundation was to create an institution devoted to archaeological research. Since its creation, the Foundation has sponsored archaeological research in the northeastern United States and eastern Canada, the northwestern, southeastern and southwestern United States, the Yukon Territory, Mexico, and Peru. Currently, the Foundation is continuing its research in Mexico and Peru.

Reports on the results of its research are published by the Foundation. In addition to their research activities, the staff of the Foundation teaches an elective course in archaeology open to students of Phillips Academy.

The Foundation maintains a museum devoted to archaeology and anthropology which is open to the public free of charge Monday through Friday from 8:30 a.m. until 4:15 p.m. The museum is closed on weekends and major holidays.

Treasurer's Office

The Treasurer's Office maintains facilities for banking of students' personal money, with a separate account being kept for each student. *Students should not keep large amounts of cash in their possession or in their rooms.* The Treasurer's Office is open for student banking and check-cashing from 8:45 a.m. to 1:30 p.m., Monday through Friday.

Book Loan Service

The Book Service is located in the basement of the Library, where procedures, fees, and hours are posted.

Students, faculty and other members of the community donate texts, books and magazines, which in turn are borrowed by users. Interested cluster representatives help the director coordinate donations and operations. Certain materials are returnable under penalty of deduction from the student's general breakage deposit.

School Meeting Facilities

Permission to use school facilities for meetings and other group activities must be applied for in advance in order to assure availability of the facilities desired. For use of the Log Cabin, Underwood Room, White Auditorium, Green Room and Cooley House students should register with Ms. Patricia Platt or Mrs. Elaine Benedict in the Office of the Dean of Residence. For the use of any of the athletic facilities clearance must be obtained at the gymnasium office. Use of the William Kemper Room must be cleared with the Audio Visual Office.

Lost and Found

A Lost and Found Department is maintained in the Office of the Dean of Residence where students may retrieve books, articles of clothing and other items of value picked up in school buildings.

Business Opportunities

No student may act as an agent for any business without the express permission of the Dean of Residence. Application forms for such permission may be obtained in the Office of the Dean of Residence. Any salesman who appears on campus should be reported to the Dean of Residence.

School Post Office

The school maintains its own post office, located in the basement of George Washington Hall, which serves as a distribution center for all incoming mail and for school notices to individual students. Students should check mailboxes daily as they will

be held responsible for responding promptly to notices placed in mailboxes.

Daily Bulletin

Each weekday a bulletin of Official Notices is published in the Office of the Dean of Residence. This bulletin also contains activity and club notices. Copy for this bulletin is due in the Office of the Dean of Residence by 9:00 a.m. The bulletin will be posted on campus bulletin boards by 11:00 a.m. and noon. Students are completely responsible for the contents of this bulletin by 1:30 p.m.

Official Notices

Students are responsible for responding to all official notices sent them, whether they are placed in mailboxes or delivered to class or dormitory.

The Andover Inn

Although the Inn is part of the campus, it should be kept in mind that the Andover Inn is open to the general public. The management, therefore, determines what dress and behavior are appropriate for students patronizing this facility.

Students should not loiter in the lobby. The same smoking rules are in effect as on other parts of the campus; thus students may not smoke in the Andover Inn.

Health codes require the wearing of shoes or the equivalent in all administrative, dining, and classroom buildings.

School Hours

Offices in George Washington Hall

The offices in George Washington Hall are open from 8:30 a.m. to 4:30 p.m. Monday through Friday and on Saturday morning by appointment. Students are expected to transact business in the Treasurer's Office between 8:45 a.m. and 1:30 p.m. Monday through Friday.

Commons

Breakfast:

6-Day Weeks—Mon., Tues., Wed., Fri., Sat.—7:15-9:15
Thurs.—8:00-9:00

5-Day Weeks—Mon., Tues., Wed., Thurs., Fri.—7:15-9:15
Sat. Brunch—9:30-12:00

Sun. Brunch—10:00—12:00

Lunch—Mon.-Sat.—11:30-1:30
Dinner—Mon.-Sun.—5:00-6:30

Oliver Wendell Holmes Library

Five-Day Week	Six-Day Week
Mon.-Thur. 8:00 am - 9:30 pm	Mon.-Fri. 8:00 am - 9:30 pm
Friday 8:00 am - 6:00 pm	Saturday 8:00 am - 3:00 pm
Saturday 8:00 am - 3:00 pm	Sunday 2:30 pm - 9:30 pm
Sunday 2:30 pm - 9:30 pm	

Dormitory Sign-in Times

Sunday
through Friday 8:00 p.m. for underclass students
(may sign out until 10:00 p.m.)
10:00 p.m. for seniors
Friday of Five-Day Weeks, 11:00 p.m. (Seniors only).
Saturday 11:30 for everyone.

Language Laboratory

Open all hours when classes are in session and evenings (except Saturdays) from 7:00 - 9:00 p.m.

Arrivals and Departures

It is important that students arrive on dates specified on the School Calendar. Students arriving earlier cannot ordinarily be accommodated, and *never* without prior arrangement and permission from their Cluster Deans; students arriving late without similar advance clearance risk disciplinary action.

Parents should understand that the Academy is not equipped to board students during the Christmas, March, and Summer Vacations and that students are therefore expected to vacate their rooms promptly at the conclusion of each term.

Reservations for traveling should be procured for dates no later than those on which examinations end, as specified on the School Calendar.

Because of space and service limitations as well as a tradition of making Commencement a special occasion for seniors, faculty members and parents, underclass students are not ordinarily permitted to remain at school to attend Commencement Exercises.

PHILLIPS ACADEMY — ANDOVER, MASSACHUSETTS

CALENDAR — 1988-1989

Fall Term

Sept. 10-17	Sat.-Sat.	New Faculty Orientation
11	Sun.	Faculty Return by 6 p.m.
11	Sun.	Varsity Football Team Candidates Return
11-13	Sun.-Tues.	Student Leadership Conference
15	Thurs.	New Students Arrive and Register
15	Thurs.	Certain Varsity Team Candidates Return
17	Sat.	Old Students Return and Register
19	Mon.	Classes Begin
30-Oct. 1	Fri.-Sat	Andover Leaders' Weekend
15	Sat.	PSAT/NMSQT Test
17-21	Mon.-Fri.	"Freedom From Chemical Dependency" Workshops
21	Fri.	Mid-Term Academic Review
21-22	Fri.-Sat.	Trustees Meetings
25	Tues.	Cluster Academic Review Meetings, 6:45 p.m.
28-30	Fri.-Sun.	Parents' Weekend (All Parents)
28-29	Fri.-Sat.	Parents' Weekend Play - GW
31	Mon.	College Visiting Day (No Classes)
Nov. 4-6	Fri.-Sun.	Latin Arts Weekend
5	Sat.	College Board Examinations — SAT/ACH
12	Sat.	Andover-Exeter Athletic Contests
22	Tues.	Thanksgiving Vacation Begins, 1 p.m. (Wed. Sch.)
28	Mon.	Thanksgiving Vacation Ends, 8 p.m.
Dec. 3	Sat.	College Board Examinations — SAT/ACH
5	Mon.	Classes end, 1 p.m.
6	Tue.	Fall Trimester Examinations Begin, 8 a.m.
10	Sat.	Fall Trimester Examinations End, 12 noon
10	Sat.	Christmas Vacation begins, 12 noon
14	Wed.	Fall Trimester Academic Review Meeting, 9 a.m.

NOTE: The pattern of the opening days of school in September differs from that of most years in order to accommodate the High Holy Days.

Winter Term

Jan. 3	Tues.	Christmas Vacation Ends, 8 p.m.
4	Wed.	Winter Trimester Classes Begin
27-28	Fri.-Sat.	Trustees Meetings
28	Sat.	College Board Examinations — SAT/ACH
Feb. 3	Fri.	Mid-Term Academic Review

6	Mon.	Mid-Winter Holiday (No Classes)
17-19	Fri.-Sun.	Black Arts Weekend
Mar. 4	Sat.	Andover-Exeter Athletic Contests
3-4	Fri.-Sat.	Shakespeare Play - GW
7	Tues.	Classes End, 1 p.m.
8	Wed.	Winter Trimester Examinations Begin, 8 a.m.
10	Fri.	Winter Trimester Examinations End, 12 noon
10	Fri.	Spring Vacation Begins, 12 noon
14	Tues.	Winter Trimester Academic Review Meeting, 9 a.m.

Spring Term

March 28	Tues.	Spring Vacation Ends, 8 p.m.
29	Wed.	Spring Trimester Classes Begin
April 24	Mon.	College Visiting Day (No Classes)
27-29	Thurs.-Sat.	Alumni Council Weekend
28	Fri.	Mid-Term Academic Review
May 6	Sat.	College Board Examinations — SAT/ACH
8-12	Mon.-Fri.	College Advanced Placement Examinations
13	Sat.	Grandparents' Day
15-19	Mon.-Fri.	College Advanced Placement Examinations
19-20	Fri.-Sat.	Spring Musical - GW
19-20	Fri.-Sat.	Trustees Meetings
26	Fri.	Dance Recital, 7 p.m. - GW
27	Sat.	Classes End, 12 noon
27	Sat.	Andover-Exeter Athletic Contests
27	Mon.	Classes End, 1 p.m.
27	Sat.	Senior Prom
28	Sun.	Dance Recital, 2 p.m. - GW
29	Mon.	Memorial Day Observed
30	Tue.	Spring Trimester Examinations Begin, 8 a.m.
Jun 2	Fri.	Spring Trimester Examinations End, 6 p.m.
3	Sat.	College Board Examinations — SAT/ACH
3	Sat.	Senior Academic Review Meeting, 2 p.m.
4	Sun.	Commencement
8	Thurs.	Spring Trimester Academic Review Meeting, 9 a.m.
9-11	Fri.-Sun.	Alumni Reunions
Jun. 29	Thurs.	Summer Session Begins
Aug. 9	Wed.	Summer Session Ends

5-Day Weeks — Saturdays With NO Classes:

Oct. 1, 15, 29; Nov. 12,(26); Dec. 3

Jan. 14, 28; Feb. 4, 18; Mar. 4, (11)

Apr. 8, 22; May 6, 20

HEADS OF ACADEMIC DEPARTMENTS AND DIVISIONS

ARCHAEOLOGY (pro tem).....	Donald W. McNemar
ART.....	Gordon G. Bensley
ENGLISH.....	Louis M. Bernieri
HISTORY AND SOCIAL SCIENCES.....	J. Derek Williams
DIVISION OF FOREIGN LANGUAGES.....	Hale Sturges II
CLASSICS DEPARTMENT.....	David P. Pottle
FRENCH DEPARTMENT.....	Henry B. Wilmer
GERMAN DEPARTMENT.....	Joseph B. Wennik
RUSSIAN DEPARTMENT.....	Victor Svec
SPANISH DEPARTMENT.....	George M. Dix
MATH.....	Nathaniel B. Smith
MUSIC.....	William E. Thomas
PHILOSOPHY AND RELIGIOUS STUDIES.....	Thomas S. Hodgson
PSYCHOLOGY.....	Max C. Aloviseti
DIVISION OF SCIENCE.....	Leslie Ballard
BIOLOGY DEPARTMENT.....	Lydia B. Goetze
CHEMISTRY DEPARTMENT.....	Leslie Ballard
PHYSICS DEPARTMENT.....	Peter Q. McKee
THEATER AND DANCE.....	Kevin P. Heelan

ADMINISTRATION

HEADMASTER.....	Donald W. McNemar
ASSOCIATE HEADMASTER.....	Peter Q. McKee
DEAN OF THE FACULTY.....	K. Kelly Wise
DEAN OF STUDIES.....	Frank M. Eccles
DEAN OF RESIDENCE.....	Jonathan Stableford
CLERK OF THE FACULTY.....	
DEAN OF ABBOT CLUSTER.....	Rebecca M. Sykes
DEAN OF FLAGSTAFF CLUSTER.....	Victor W. Henningsen, III
DEAN OF PINE KNOLL CLUSTER.....	Pamela Brown
DEAN OF RABBIT POND CLUSTER.....	Helmuth W. Joel, Jr.
DEAN OF WEST QUAD NORTH CLUSTER.....	David B. Pottle
DEAN OF WEST QUAD SOUTH CLUSTER.....	John A. Gould
ASSOCIATE DEAN OF RESIDENCE.....	Priscilla Bonney-Smith
DEAN OF ADMISSIONS.....	Jeannie F. Disette
DIRECTOR OF COLLEGE COUNSELING.....	Carl W. Bewig
DIRECTOR OF RESIDENTIAL AFFAIRS.....	Carroll W. Bailey
DIRECTOR OF FINANCIAL AID.....	Clement Morell
DIRECTOR OF ATHLETICS.....	Paul Kalkstein
REGISTRAR.....	Herbert H. Morton, III
SCHEDULING OFFICER	
AND ASSOCIATE DEAN OF STUDIES.....	Stephen D. Carter
CHAPLINS.....	Richard Gross
	Everett E. Gendler
	Philip J. Zaeder
MEDICAL DIRECTOR.....	Joanne Y. Borland
DIRECTOR OF THE LIBRARY.....	Linda Demmers
DIRECTOR OF ADDISON GALLERY.....	Christopher C. Cook
DIRECTOR OF THE	
ROBERT S. PEABODY FOUNDATION (pro tem).....	Donald W. McNemar
DIRECTOR OF PHYSICAL PLANT.....	Bruce Crawford
CHIEF FINANCIAL OFFICER.....	Neil H. Cullen
COMPTROLLER.....	Donald H. Bade

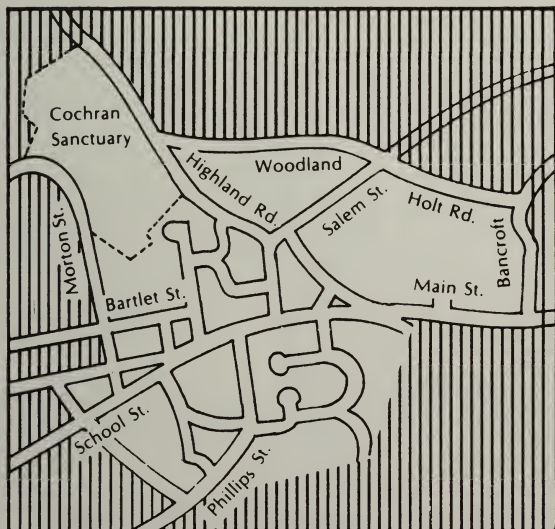
PHILLIPS ACADEMY OUTSIDE LINES

Dorm payphones and other outside lines

Abbey House	475-9837	Nathan Hale, East	475-9776
Adams Hall	475-9845	Nathan Hall West	475-9788
Alumni House	474-0089	Newman House	470-1395
America House	475-9815	Paul Revere, North	475-9898
Andover Cottage	475-9747	Paul Revere, South	475-9827
Andover Inn	475-5903	Pease House	474-0083
Bailey House	474-0090	Pemberton Cottage	475-9735
Bancroft, 1st floor	475-9858	Phillipian Office	470-1746
Bancroft, 2nd floor	475-9850	Rockwell Hall, North	475-9826
Bartlet Hall, North	475-9866	Rockwell Hall, South	475-9792
Bartlet Hall, South	475-9804	Samaritan House	474-0095
Bishop Hall, North	475-9831	Smith House	475-9865
Bishop Hall, South	475-9806	Stearns House	475-9757
Blanchard House	474-0080	Stevens, Abbot	
Burt House	475-5174	Basement	475-9867
Carter House	n/a	Common Room	475-9846
Carriage House	474-0091	Game Room	475-9650
Clement House	475-9778	Stimson East	475-9742
Day Hall, North	475-9836	Stimson West	475-9868
Day Hall South	475-5772	Stowe House	470-0086
Double Brick House	475-9744	Stuart, E.H. North	475-9614
Draper Cottage	474-0092	Stuart, E.H. South	475-9663
Eaton Cottage	470-0191	Taylor Hall East	475-9872
Flagg House	474-0093	Taylor Hall West	475-9777
Foxcroft Hall, North	475-9892	Thompson House	474-0081
Foxcroft Hall, South	475-9711	Tucker House	474-0082
French House	474-0085	Whitney, Alice	474-0087
Frost House	475-6429	Williams Hall	475-9662
Fuess House, North	475-9665	WPAA	475-5181
Fuess House, South	475-9746		
Hall House	475-9659	ANDOVER	
Hearsey House	475-8857	POLICE & FIRE	
Isham N., Inside	475-9741	& AMBULANCE	475-1212
Johnson Hall, North	475-9840	FIRE (Business #)	475-1281
Johnson Hall, South	475-9809		
Junior House	475-9697	Isham Infirmary	470-0244
Morton House	474-0094	(Emergency)	

School Limits
PHILLIPS ACADEMY
ANDOVER, MASS.

The unshaded area of the map below represents the *campus bounds*.



The unshaded area of the large map on the following page represents the school bounds.

